



# Missouri State Recycling Program

Office of Administration | General Services | 573-751-3384

## RECYCLING CHAMPION AWARDED!

MARCH 2023

After much anticipation, the Department of Elementary and Secondary Education (DESE) was given the State Recycling Champion Team Award for their work in cleaning out the basement of the Jefferson State Office Building. The award was given on March 3, 2023, on behalf of the Missouri State Recycling Program (MSRP).

These cleanup efforts were completed in 2021 in preparation for a new HVAC system. The team showed a drive to make sure that items were recycled or transferred to other agencies for continued use.



OA GS Director Crystal Wessing, DESE's Jake King, DESE's Josh Runyan, MSRP Manager Stephanie Woodruff, DESE's Shelley Woods, GS Asst. Director of Operations Sylvia Bonner, GS Deputy Director Jacinda Thudium, and Rob Didriksen.

## TEAM MEMBER'S DAUGHTER SHARES ART WITH MSRP

KK, daughter of Office of Administration's Document Solutions Manager Jessica Caddell, gifted a drawing portraying recycling to the MSRP. It is framed proudly as a representation of the necessity to recycle. Recycling manager Stephanie Woodruff thanks KK for her drawing.



## DON'T FORGET ABOUT THE SURVEY

Each week, the MSRP sends out a survey for paper and cardboard collection. Team members who receive this survey are responsible for the tracking of recycled material in their respective departments. These surveys help the recycling contractor know when paper products need to be picked up, eliminating unnecessary location stops.

When filling out the survey, please note that for a pickup to occur, a location will need to have two containers of paper or two bales of cardboard ready.

## ZERO WASTE CHALLENGE AT EARTH DAY

For the first time in three years, an Earth Day celebration will be held on the south lawn of the Missouri State Capitol on April 21, 2023.

The MSRP will be hosting the Zero Waste Challenge, a challenge that tests your knowledge in recycling practices. Is it possible to have zero waste? You're invited to partake in the challenge.

This event is part of the larger Department of Natural Resources Earth Day event. More details will be provided in our April Earth Day email.

# The Difference Is YOU!

## THANK YOU TEAM MEMBERS - ITSD

The MSRP is a team effort. Components of the program reach all four corners of the state. Where there is a state team member, the program can also be found.

Operating solely on the effort of individuals, such as yourself, the program is really a partnership of team members sharing the common goal of sustainability. These goals have been fruitful since much of the recycled product has been transformed into useful items, including new carpet, metals, paper towels, and toilet paper.

Not all items are deconstructed into its simplest material, certain electronic waste (e-waste) is recertified so it can be used by other countries that need products for telecommunication purposes. The

Information Technology Service Division (ITSD) has an invaluable partnership with the MSRP. It has utilized the MSRP to help facilitate the recycling of monitors, electric power cords, iPhones, and iPads. ITSD also has a machine that smashes old hard drives, which allows the metals and plastic to be recycled.

ITSD team members are always eager to make sure that recycling practices are at the forefront of their daily duties.

"ITSD has crafted a well-oiled machine when it comes to recycling. Since joining the recycling team, it has been amazing getting acquainted with the team and being a partner in the disposal of electronic waste," MSRP Manager Stephanie Woodruff said.

ITSD has also been a strategic partner in the transfer of property from state agency-to-agency since they helped create the MOREuse property-sharing application.



**E-Waste from ITSD is gathered in the basement of the Harry S Truman State Office Building.**

## MORE THAN 800 POUNDS OF HOLIDAY LIGHTS RECYCLED

State team members collectively contributed 830 pounds of unwanted holiday lights to this season's collection. Since 2019, more than 3,474 pounds have been collected, which has kept harmful waste, such as mercury, from invading the landfill.

Facilitated by the Missouri Department of Natural Resources (DNR) and the MSRP, the collection allows for the manufacturing of metals, plastic, and glass into other useful products. The collection was held in participating buildings during the months of December and January.

"The lights are recycled by shredding the bulbs and strings into small pieces which are further separated into raw materials such as copper, plastic, and glass," DNR Household Hazardous Waste Coordinator Racheal Ajayi stated. "These materials are reused to make some products such as slipper soles, construction materials, jewelry, and car batteries, among others. We appreciate your concerted efforts and commitment towards a safer and more sustainable Missouri."

MSRP Manager Stephanie Woodruff said the holiday light collection is a way the program can positively benefit

team members outside of their offices in Jefferson City.

"The recycling program traditionally only benefits state offices, but when we can branch out of our primary scope, it allows us to widen our influence. The light collection has proven to be an example where the program can provide individuals an avenue to bypass the landfill of items that are not normally in our waste circulation," Woodruff said.

### Collection overview

- Harry S Truman State Office Building - Official winner of the 2022/23 collection
- Immaculate Conception School & Church - second place
- Missouri Department of Health and Senior Services buildings (912, 920, 930 Wildwood) - third place
- Missouri Department of Labor & Industrial Relations (1730 E. Elm St.)
- Lewis and Clark State Office Building
- Missouri River Regional Library
- Air Pollution Control Program
- Environmental Services Program
- Missouri State Museum
- Missouri State Capitol
- Missouri Department of Transportation
- Missouri Department of Agriculture
- Missouri State Emergency Agency

- Missouri Department of Mental Health
- Missouri Geological Survey, Rolla
- Missouri Department of Social Services



**Holiday lights were collected during the months of December and January. More than 800 pounds were collected this year.**





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## JOIN THE MISSION!

JUNE 2023

The Missouri State Recycling Program (MSRP) is truly an organization that brings team members together across agency and division lines. With the common goal of sustainability and proper usage of state resources, team members are able to address common issues through the partnership with the MSRP.

In March, the program began to spotlight agencies who have been strategic and invaluable partners to the program. These partnerships are key to the program's survival. Without them, the goals of sustainability and resource management would not be possible.



Department of Higher Education and Workforce Development team members Dixie Wilde and Kim Hoehn stop for a photo as they do their part to recycle on the eighth floor of the Harry S Truman State Office Building.

### WOODRUFF TALKS WITH DHEWD STAFF ABOUT RECYCLING

On May 19, MSRP Manager Stephanie Woodruff talked about recycling during a meeting with the Department of Higher Education and Workforce Development. After being invited to address team members, she was able to touch on the importance of the recycling program and how team members are the reason for its success.



## A CHAIR NAMED RAY

### A MOREuse Poem

There once was a chair, who had nothing to pair. He sat lonely, not like the others, as he had no brothers.

One day, the decision was made that he should be taken to the dump. He had no use as the office slump.

One team member said, we can't just throw him away, he is in pristine condition and his name is Ray.

So they looked and looked for a new home that would appreciate Ray with no excuse. It was not long before he found a new home through MOREuse.

The team was excited for Ray's future life. A life of happiness without any strife.

Click [here](#) to check out MOREuse today. You may help others find items they have been looking for, their own version of Ray.



# The Difference Is YOU!

## THANK YOU TEAM MEMBERS - DOC

The MSRP is a team effort. Components of the program reach all four corners of the state. Where there is a state team member, the program can also be found.

The Department of Corrections (DOC) has been an invaluable partner to the recycling program. From material collections to printer cartridges, DOC understands what it means to push the envelope in recycling.

DOC makes sure that waste is kept at a minimum across much of the corrections facilities around the state. Practicing these efforts has led to decreased trash hauling costs through the years since material is being categorized and sent to be recycled.

Over the years, the MSRP has assisted in these efforts by providing balers and services to assist in these endeavors and pilot programs. As a partnership goes, DOC sends its printer cartridges to the program to be sorted and recycled or sold for future use. This assures that most of the printer cartridges are not ending their life in a landfill, but instead starting a new life in someone's office.

Proceeds from the cartridges help the recycling program, which is strictly self-funded. The program receives no General Revenue Funds and relies on partnerships for its stewardship goals. Because of these partnerships, the program is able to help fund recycling at DOC for example.

"It's a mutual benefit as a partnership should be. I am so thrilled with the partnership with DOC and the way they are continuing to test ideas on becoming more sustainable and responsible," MSRP Manager Stephanie Woodruff stated.

In addition to printer cartridges, DOC recycles cardboard, tin cans, and an assortment of other materials at their correction locations across the state.

Woodruff is excited to continue to work with DOC on their future recycling endeavors.



**These printer cartridges will avoid the landfill and be recycled for further use.**

## IT'S THAT TIME OF YEAR AGAIN, THE DATA COLLECTION SURVEY

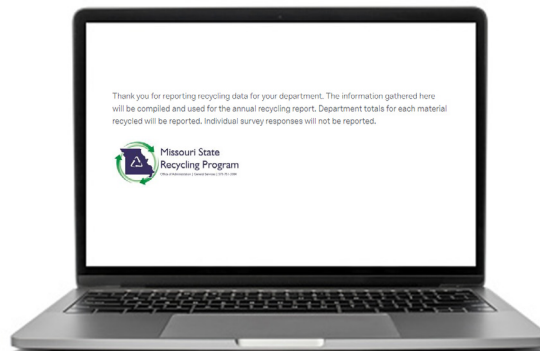
Mark Twain once said, "data is like garbage, you better know what you are going to do with it."

Garbage is a bad word at the MSRP, so all data that is collected is reused.

Many of you may have noticed that we sent out the monthly data collection survey. This survey is an easy way for reporters to account for the amount of materials that were recycled or purchased in each respective agency.

Once collected, the data will be used to make future decisions for the program and to formulate our annual report.

The MSRP cares about sustainability and is always up to the challenge of assisting agencies in approving their recycling approach. This knowledge often comes from these surveys.



**In the past, questionnaires were sent via email and had to be filled out and emailed back. This new survey will allow expedited data collection and quicker handling of issues that may arise. Also, the survey will be accessible on your mobile device. Note: this survey will only be sent to personnel already chosen as the agency data collector.**



**We want to see your fun recycling photos! To have your photos featured in one of our future newsletters, please send them to [recycling@oa.mo.gov](mailto:recycling@oa.mo.gov).**





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## THINKING OUTSIDE THE BOX!

SEPTEMBER 2023

Taking precautionary measures can be a cost-saving endeavor. That is what the Missouri State Agency for Surplus Property (MOSASP) thought when replacing one of its forklift seats after sun-rot destroyed the internal foam of the cushion.

As MOSASP mechanic William Leonard bolted on the new seat, his mind focused on how to prolong the life of the new investment, since the forklift spent most of its life in the elements. While a cab cover would be expensive, he knew that it desperately needed one.

William got creative and began to think outside the box. He took an old plastic Gaylord box lid and bolted it to the top of the forklift, which now provides shade for the seat, not to mention a cover for snow and rain, and some extra comfort for the team member driving it as well.

This creative endeavor saved MOSASP money by utilizing resources they already had. The Missouri State Recycling Program is excited that team members are thinking of ways to not only save money, but to reuse material in new ways.



MOSASP's Billy Bardwell now has protection from the elements when he is operating the forklift outside of the warehouse facility.

## MSRP WEBSITE HAS WHAT YOU NEED!

For those who are recycling leaders in your respective offices, the Missouri State Recycling Program website has many resources at your disposal to help you execute healthy recycling endeavors. Scan or click the QR codes for more details on the resources listed below.

### +Recycling Container Signs

Printable signs are available on the homepage under "Recycling Resources" for team members to showcase which items are and are not accepted in certain containers.



### +Department Recycling Fliers

Do you have questions about what your agency recycles? Each year, the MSRP prepares fliers to help others know exactly what each agency or department recycles.



### +Recycling Program Data

The MSRP has up-to-date data on the amounts of material being recycled by state offices. These Tableau Dashboards are a great tool to better understand the magnitude that team members are having on the state's recycling efforts.



# The Difference Is YOU!

## THANK YOU TEAM MEMBERS - FMDC

If the Missouri State Recycling Program (MSRP) were an engine, partnerships would be the gears. One gear that keeps the engine going is the relationship the MSRP holds with Facilities Management, Design and Construction (FMDC).

The saying, "boots on the ground," can describe FMDC's involvement with the recycling program. They often are the ones who notice problems and seek out solutions in the state recycling stream. At the Truman Building, for example, FMDC is pivotal in helping manage the recycling flow at the dock...often making room for recycling pickups during busy business days.

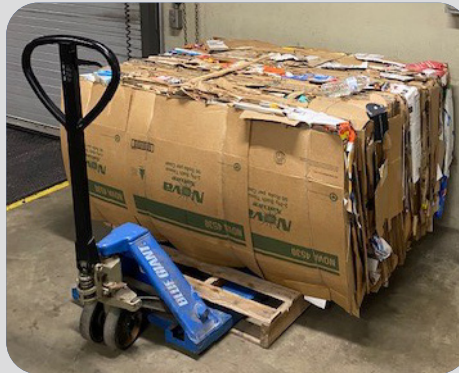
A plethora of recycled material goes through the Truman dock. Paper, cardboard, shrink-wrap, electronic waste, and scrap metal (just to name a few) are recycled with the assistance of FMDC.

Beyond the Truman Building, FMDC's Bobbie Burns manages the recycling for the entire Capitol complex. From making sure all paper is recycled to overseeing recycling practices, she has been a huge

partner with the MSRP. Bobbie is very passionate about FMDC's role in recycling and sustainability and it shows in her continued efforts.

"I am beyond thrilled with the support from FMDC," Missouri State Recycling Manager Stephanie Woodruff said. "They are often my eyes and ears and front-agency when recycling issues arise. Without their willingness to make recycling a central focus, the program would not be what is today."

**BELOW: A pallet of cardboard waits on the Harry S Truman Building dock for pickup.**



**ABOVE: FMDC bales cardboard so it can be recycled.**

## REFILLABLE PENS ARE GREAT FOR THE ENVIRONMENT

It's very tempting and easy to ditch your office pen once the ink is depleted. Some team members are becoming more conscious of how they use their pens, in addition to making sure they are not contributing to the waste basket next to their desk with more plastic.

The MSRP has been giving away pens made from recycled material for years. But, the best thing about this pen is that they are refillable.

Team members love these pens and are excited when they receive them. One of these recipients wanted to share that she has been refilling her pen when the ink is depleted.

"I try to be conscious about using recycled items and putting items in the recycle bins," Laura Even, of the Department of Commerce and Insurance, stated.

"I have been using this B2P, 'Bottle 2 Pen,' for several years. It is in my purse and used daily, at home and the office. I spent \$3 at Staples for two refill cartridges, which equals a pen that will last a long time."

**The MSRP annually gives out hundreds of pens manufactured from recycled plastic bottles. These pens have become a favorite of those who receive them. Team members will go the extra mile to refill them.**



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December 2023

## Governor Parson Acknowledges 2023 Recycling Champion



*Pictured are MSRP Manager Stephanie Woodruff, Governor Michael Parson, and recycling champion Dixie Wilde.*

Congratulations to this year's Recycling Champion, Dixie Wilde! Dixie is a star when it comes to recycling. In fact, she's become the go-to person for recycling in the Department of Higher Education and Workforce Development (DHEWD). Dixie is very conscientious about reducing waste, making sure DHEWD responsibly disposes of cardboard, paper, toner cartridges, etc.

Recently, one of the divisions found a massive collection of out-of-date literature and Dixie made sure it was recycled rather than placed in the dumpster. When facilities staff bring back surplus furniture and equipment from job centers around the state, she always makes sure that other agencies have a chance to claim the items via MO-REuse before it is disposed. She is also very good about checking MO-REuse when the agency needs something in order to save money and keep things from going to the landfill.

## Governor Parson Signs Recycling Proclamation

Gov. Parson proclaimed November as "Recycling Awareness Month." The proclamation was presented in the Governor's Office. For FY23, state team members recycled 12.5M pounds of material. The state has also purchased \$8.5M of recycled-content products and saved over \$600K in waste disposal costs.



## Holiday Light Collection

The MSRP and the Department of Natural Resources (DNR) have partnered up once again to host the annual holiday light collection.

This collection is to provide a place for non-working lights to be collected rather than be placed in a landfill. Once collected, the glass, plastic, and metals, will be recycled into other materials.

Since collections began four years ago, team members have diverted more than 3,474 pounds of lights from our landfills.

This is a very important project because it prevents damage to expensive equipment at material recovery facilities since these strings could pause or damage operations. The bulbs also contain elements such as lead and mercury, which are not safe in landfills or the environment. Recovered materials from Christmas lights are transformed into new materials such as jewelry, construction materials, car batteries, and slipper soles.



Scan this QR code for collection locations



## Team Member Mug Shots!



Thank you to the team members who submitted their “mugshot.” Way to show how you reuse!

## Recycling Contamination & Plastic Bags

Plastic bags may be recyclable, but did you know they can pose a threat to other recycling streams? Many people choose to separate recyclables, such as bottles and cans, into plastic bags. However, once they make their way to the recycling facility, a lot of those bags create excess waste and can even damage the machinery. This makes many recycling companies hesitant to accept any bagged recyclables.

Fortunately, the contractor for State offices (Federal Recycling) actually encourages bagging recyclables, because it is easier for them to pull the bags out and separate them from all of the

other material that is sent to their facility. However, this is definitely the exception to the rule.

Outside of State offices, it is always good to contact your local recycling facilitator to determine what is best for recycling management.

For those who need to dispose of plastic bags and other “flexible-film packaging,” it’s as simple as taking them to your local grocery store. Most grocery stores and national retailers have collection containers for people to drop off their plastic bags.



**Plastic bags pose a risk to recycling, if not disposed of correctly. Fortunately, State recycling efforts are not impacted by plastic bag contamination.**